R 272005Z FEB 01 ZYB ZYW
FM CNO WASHINGTON DC//N789H//
TO CMC WASHINGTON DC//ASL/ASM/MMEA84A//
CMC WASHINGTON DC//ASL/ASM/MMEA84A//
CINCLANTFLT NORFOLK VA//N437//
CINCPACFLT PEARL HARBOR HI//N4331//
COMNAVAIRSYSCOM PATUXENT RIVER MD//PMA205/PMA251/AIR3.1/AIR3.4//
COMMARFORLANT NORFOLK VA//G3/G6/ALD//
COMMARFORPAC CAMP SMITH HI//G3/G6/ALD//
COMMARFORRES NEW ORLEANS LA//G3/G6/ALD//
COMNAVAIRESFOR NEW ORLEANS LA//N741/N74A//
NAVSCSCOL ATHENS GA//00/30/39/34//
CNET PENSACOLA FL//ETE32/OTE2SUP//
COMNAVAIRPAC SAN DIEGO CA//N32/N422F/N435/N73/N822//
COMNAVAIRLANT NORFOLK VA//N37/N422F//
COMNAVPERSCOM MILLINGTON TN//PERS40/PERS404//
CG TRNGCOM QUANTICO VA//C473/C475//
NAVAIRWARCENTRASYSDIV ORLANDO FL//11A7A//
NAVAVSCOLSCOM PENSACOLA FL//05//
NAMTRAGRU PENSACOLA FL//N2/N3/N5//
INFO EAMTMU PENSACOLA FL//OIC//
NAVMAC MILLINGTON TN//00/32//
EPMAC NEW ORLEANS LA//20/50//
NETPDTC PENSACOLA FL//N311//
CG FIRST MAW//ALD//
CG SECOND MAW//ALD//
CG THIRD MAW//ALD//
CG FOURTH MAW//ALD//
COMSPAWARSYSCOM SAN DIEGO CA//PMW-151//
BT
UNCLAS
MSGID/GENADMIN/CNO N789H2//
SUBJ/AVIATION MAINTENANCE OFFICER MAINT TRAINING REQUIREMENTS REVIEW//
REF/A/MSG/OPNAV/051638Z/OCT99//
REF/B/DOC/OPNAV/19JUN1974//
REF/C/DOC/OPNAV/01JUN1995//
REF/D/DOC/OPNAV/06MAR1991//
REF/E/DOC/OPNAV/10OCT1995//
NARR/REF A IS AMO MTRR CONFERENCE MESSAGE REF B (OPNAVINST 1500.11G), REF C
(OPNAVINST 4790.2 (SERIES)) REF D (OPNAVINST 1500.66) PROVIDE GUIDANCE AND
JUSTIFICATION FOR MTRR. REF E IS OPNAVINST 1500.69A) THE NAVY TRAINING
REQUIREMENTS REVIEW (NTRR)INSTRUCTION.//
RMKS/1. MTRR PROGRAM OBJECTIVES ARE TO REVIEW FORMAL AND PRACTICAL SCHOOL
CURRICULA, IDENTIFY TRAINING DEFICIENCIES, AND INITIATE PROGRAM ACTIONS TO
ACHIEVE EFFECTIVE, COORDINATED AND STANDARDIZED TRAINING. REVIEW PROCESS
ALSO ENSURES PLANNED SKILL PROGRESSION BETWEEN BASIC/INITIAL ASSESSION
SCHOOLS, PIPELINE TRAINING AND FLEET
FOLLOW-ON TRAINING. AS DISCUSSED DURING REF A, APPROVAL WAS GIVEN TO DO A
FOLLOW-UP AMO MTRR IN APPROXIMATELY 18 MONTHS. SUBJ MTRR WILL CONVENE 26
THROUGH 30 MAR 01 AT NAVAVSCOLSCOM NAS PENSACOLA, FL. IAW REF A THROUGH E
THE MTRR WILL REVIEW SCHOOL CURRICULA
FOR NAMP INDOC (Q-4D-2010), NAMP MANAGERS COURSE (Q-4D-2011) AND BELOW
MOS: 6002, 6004
NAVAL DESIGNATORS: 152X, 638X, 633X, 734X, 738X
2. REVIEW OBJECTIVES:
A. REVIEW AND DEVELOP COURSES TO SATISFY JOB SKILL REQUIREMENTS.
B. REVIEW COURSE CURRICULA, (TPP, TCCD, TTA).

C. VALIDATE TRAINING TRACKS WITH INDIVIDUAL TRAINING STANDARD ITS) MOS MANUAL AND NAVY INTEGRATED TRAINING RESOURCES ADMINISTRATION SYSTEM (NITRAS) AND CANTRAC FOR COMPATIBILITY.

D. REVIEW AND VALIDATE MOS MANUAL LISTINGS FOR MOS LISTED ABOVE AND SUBMIT CHANGE RECOMMENDATIONS AS APPROPRIATE.

E. IDENTIFY TRAINING DEFICIENCIES AND PROGRAM CORRECTIVE ACTIONS.

F. PROVIDE COURSE IDENTIFICATION NUMBER (CIN) AND COURSE PROCESSING DATA FOR NEW TRACKS AND COURSES.

G. CONSIDER AND RECOMMEND NEW, MERGE EXISTING, AND DELETE OLD DESIGNATORS/MOS'S AS APPROPRIATE.

3. COURSE MODEL MANAGERS SHALL ENSURE HARD COPIES OF ALL COURSE CURRICULA, AND OUTLINES ARE AVAILABLE ON-SITE DURING MTRR.

4. PROGRAM OFFICE SHALL ENSURE ALL OUTSTANDING LOGISTIC ACTION ITEMS (I.E., ILSMT, NTSP) PERTAINING TO TRAINING ARE SENT OR FORWARDED TO CNO (N789H4) FOR MTRR REVIEW AND PROVIDE CURRENT STATUS OF ALL OPEN ACTION ITEMS NLT 15 MAR 01. IN ADDITION, PROVIDE ANY SUPPORTING PUBLICATIONS/DOCUMENTATION THAT WOULD ASSIST IN FACILITATING THIS REVIEW (I.E., MAINT PLANS, DESKTOP PROCEDURES LSI DATA PREFERABLE IN ELECTRONIC MEDIA VICE PAPER COPY). ASSIST ON THE ADVISORY COMMITTEE AS NEEDED.

5. SUCCESS OF REVIEW DEPENDS ON ACTIVE PARTICIPATION BY SENIOR AND SUPERVISORY PERSONNEL WHO ARE FULLY KNOWLEDGEABLE, EXPERIENCED AND CURRENTLY WORKING IN OPERATION/MAINTENANCE, AVIATION SUPPLY, AND TRAINING. PARTICIPANTS SHOULD BE PREPARED TO DISCUSS ALL REVIEW AND DEVELOPMENTAL FUNCTIONS, AND ALL ASPECTS OF THE TRAINING PROCESS. PARTICIPANTS SHOULD BE PRIMARILY REPS OR DIRECT USERS OF THE SCHOOL GRADUATE.

6. ALCON: REQUEST DISSEMINATION TO, AND REPRESENTATION BY PERSONNEL MEETING CRITERIA OF PARA FIVE ABOVE. PROVIDE PERSONNEL AND SECURITY CLEARANCE DATA TO HOST COMMAND. INFORMATION FOR THE MTRR PROCESS IS AVAILABLE ON THE INTERNET AT WWW.AVTECHTRA.NAVY.MIL; REFER TO FREQUENTLY ASKED QUESTIONS (FAQ).

7. TYCOMS: ENSURE REPRESENTATION FROM FLEET ACTIVITIES FOR ALL SUBJECT AREAS. TYCOMS WILL ALSO ENSURE THAT EACH WORKING GROUP HAS AT LEAST ONE REPRESENTATIVE FOR THE SKILLS/TRAINING TRACKS BEING REVIEWED. THESE REPRESENTATIVES CAN NOT PARTICIPATE IN MORE THAN ONE WORKING GROUP (I.E., GO FROM COMMITTEE TO COMMITTEE).
CMC: PROVIDE FLEET REPRESENTATION. AMO COURSE SUPERVISORS: PROVIDE REPRESENTATIVES FROM EACH COURSE BEING REVIEWED.

8. AMO SCHOOL IS DESIGNATED AS THE MTRR HOST COMMAND. HOSTS ARE REQUESTED TO PROVIDE THE FOLLOWING:

A. LARGE CONFERENCE ROOM FOR KICK-OFF AND SUMMARY MEETINGS FOR 60-80 PEOPLE.

B. 1 WORKING COMMITTEE ROOMS, 25 PEOPLE EACH. (I.E. AMO, ETC.)

C. 1 ADVISORY COMMITTEE ROOM, 25 PEOPLE.

D. 1 POLICY COMMITTEE ROOM, ACCOMMODATE 20 PEOPLE AND DEDICATED LASER PRINTER.

E. VIDEO PROJECTION DEVICE (I.E., INFOCUS/NEC) FOR IN-BRIEF AND POLICY COMMITTEE.

F. DEDICATED ADMINISTRATIVE SUPPORT TO INCLUDE HIGH VOLUME REPRODUCTION (PAPER AND TRANSPARENCY), DSN PHONES AND FAX CAPABILITIES DURING REVIEW.

G. BACKUP WINDOWS 95/98 COMPATIBLE COMPUTER WITH WORD 6.0 OR HIGHER WITH HIGH DENSITY 3.5 IN. DISK DRIVE, PRINTER AND MODEM.

H. HOSTING MESSAGE OUTLINING MTRR COORDINATORS, BASE AND LOCAL BERTHING FACILITIES, AND MEETING LOCATION NO LATER THAN 25 DAYS PRIOR TO THE MTRR.

9. AMO MTRR POC: LCDR K. ERB, DSN 922-3969, COM (850) 452-3969 EMAIL: KATHERINE.ERB@CNET.NAVY.MIL

10. PROPOSED AGENDA:
MONDAY, 26 MAR 01
0900-0930 WELCOME ABOARD AND ADMIN REMARKS   HOST

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0930-1000  IN-BRIEF                                    OPNAV/HOST
1000-1015  COMMITTEE ASSIGNMENTS
1015-1045  COMMITTEE BRIEFINGS
1045-1200  COMMITTEE MEETINGS
1200-1300  LUNCH
1300-1630  COMMITTEE MEETINGS
TUESDAY, 27 MAR THROUGH THURSDAY, 29 MAR 01
0800-1630  COMMITTEE MEETINGS                          OPNAV
FRIDAY, 30 MAR 01
0800-1200  COMMITTEE MEETINGS
1400-1530  DEBRIEF                                     OPNAV
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11. CNO POC: MAJ V. WIGFALL (N789H2) EMAIL: WIGFALL.VICTOR@HQ.NAVY.MIL, DSN 664-7762, COMM (703) 604-7762.//
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